

FIRE DISTRICT OF SUN CITY WEST
FIRE BOARD
SPECIAL SESSION

Thursday, January 22, 2015

MINUTES

(Agenda items may have been taken out of order at the discretion of the Chairman.)

I. CALL TO ORDER/ROLL CALL/AFFIRMATION OF QUORUM

Chairman Wilson called the Fire Board Meeting to order on Thursday, January 22, 2015, at 9:00 a.m. at the Fire District Administrative Office, 18818 N. Spanish Garden Drive, Sun City West, Arizona.

Members Present: Board Chairman David Wilson, Board Clerk Dusty Rhodes, Board Member Bill Hamel, Board Member Jack Meyer, Board Member Smitty Smith

Members Absent: None

Administrative Staff Present: Fire Chief Rob Biscoe, Assistant Chief Mary Dalton, Assistant Chief Tim Van Scoter, Administrative Coordinator Deb Johnson

Media Present: Tina Gamez, *Daily News-Sun*

II. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

III. RECOGNITION

A. Retirement - Battalion Chief Ron Clark

The Board recognized District employee Battalion Chief Ron Clark on his retirement from the District.

(Break – 9:29-9:53 a.m.)

IV. CALL TO THE PUBLIC

Sun City West Posse District Liaison Dick Cherry offered to arrange a field trip for the District's Board Members to the new Maricopa County Sheriff's Office 9-1-1 Dispatch Center. The Board thanked him for the offer.

V. MINUTES

- A. Discussion and Possible Action re: minutes of Special Meeting – December 11, 2014; Board Workshop – December 16, 2014; Regular Board Meeting – December 18, 2014; and Special Meeting – January 6, 2015

Board Clerk Rhodes moved that the minutes of the four meetings be approved collectively. Board Member Smith seconded the motion.

There were no corrections or additions. Vote conducted. **MOTION CARRIED.**

Special Meeting – December 11, 2014 and Special Meeting – January 6, 2015

AYES: Wilson, Rhodes, Hamel, Meyer, Smith
NAYS: None

Board Workshop – December 16, 2014 and Regular Board Meeting – December 18, 2014

AYES: Wilson, Rhodes, Hamel, Smith
NAYS: None
ABSTAIN: Jack Meyer

VI. FINANCIAL SUMMARY AND REPORTS

- A. Monthly Financial Division Current Events Summary for December 2014
In the absence of Accounting Supervisor Poland, Assistant Chief Dalton gave a brief overview of the December 2014 Financial Division Current Events Summary. The monthly Financial Division Current Events Summary is attached to the official Fire Board meeting packet.

VII. CONSENT AGENDA

- A. Approval of the December 2014 Monthly Financial Report
In the absence of Accounting Supervisor Poland, Assistant Chief Dalton answered any questions from the Board regarding the December 2014 Monthly Financial Report. The December 2014 Monthly Financial Report is attached to the official Fire Board meeting packet.

Board Clerk Rhodes moved that the Fire Board approve the December 2014 Monthly Financial Reports and account reconciliations per Arizona Revised Statutes including, but not limited to, the following: Register of Checks, Warrants, & Deposits, Statement of Financial Activities, Statement of Net Assets, and Cash Flow Projection Report. Board Member Smith seconded the motion.

Public Comment: None

Discussion followed. Vote conducted. **MOTION CARRIED.**

AYES: Wilson, Rhodes, Hamel, Meyer, Smith
NAYS: None

VIII. CURRENT EVENTS SUMMARIES, REPORTS, AND/OR CORRESPONDENCE

A. Emergency/Support Services Divisions Current Events Summary for December 2014

Assistant Chief Van Scoter gave a brief overview of the December 2014 Emergency/Support Services Division Current Events Summary. Assistant Chief Van Scoter also updated the Board on the District's construction projects which include the construction of Station 104 and the renovation of Station 103. Plans for Station 104's septic system have been delaying approval but it is hoped that will soon be resolved. Permits for Station 103 have been submitted and should also be approved soon. The December 2014 Emergency/ Support Services Divisions Current Events Summary is attached to the official Fire Board meeting packet.

B. Administrative/Community Risk Management Divisions Current Events Summary for December 2014

Assistant Chief Dalton gave a brief overview of the December 2014 Administrative/Community Risk Management Divisions Current Events Summary and answered any question from the Board. Chief Dalton also updated the Board regarding the District's Address Sign Program and gave a brief review of the Arizona Fire District Association (AFDA) January Conference. The December 2014 Administrative/Community Risk Management Divisions' Current Events Summary is attached to the official Fire Board meeting packet.

C. Monthly Correspondence Report

Board Clerk Rhodes read an email from an employee of Grandview Terrace thanking the District for its assistance with safety training for the facility.

IX. NEW BUSINESS

A. 2011/2016 Business Plan (including Capital Improvement Plan) 2015 Update Process/Board Input

Administrative Coordinator Johnson reviewed the timeline for the 2015 update process of the District's Business Plan. Coordinator Johnson stated that the District is requesting input from residents, the Board, and staff regarding anything they would like to see included in the update.

B. Fiscal Year 2015/2016 Operational Budget Plan Process Overview/Board Input

Assistant Chief Dalton reviewed the Fiscal Year 2015/2016 Operational Budget Plan Process for the Board and reviewed the scheduled dates for the process. Chief Dalton asked the Board members to review the schedule and to notify the District as soon as possible of any date conflicts.

C. Discussion and Possible Action re: 2014 Staffing for Adequate Fire and Emergency Response (SAFER) Grant Application

Board Clerk Rhodes moved that the Fire Board approve the application for funding from the 2014 Staffing for Adequate Fire and Emergency Response (SAFER) Grant for an amount not to exceed \$1,500,000 for the purpose of hiring six (6) full-time firefighters per the requirements of the grant. Board Member Hamel seconded the motion. Discussion followed.

Assistant Chief Dalton informed the Board that the District will be applying for the grant in the hopes of hiring six firefighters if the grant is awarded. The grant application deadline is in March.

Public Comment: None

Vote conducted. **MOTION CARRIED.**

AYES: Wilson, Rhodes, Hamel, Meyer, Smith

NAYS: None

D. Discussion & Possible Action re: Resolutions #15-0122-1 through #15-0122-3 Authorizing Annexation Requests of Property Owners for properties as described in attachments to each resolution as listed on the agenda.

Board Clerk Rhodes moved that following Board discussion which determined that District annexation of each of the proposed properties would benefit both the property owners and the Fire District, that the Fire Board adopt Resolution #15-0122-1; Resolution #15-0122-2; and Resolution #15-0122-3 authorizing the annexation requests of property owners for properties as described in Exhibits A and B attached to each respective resolution. Board Member Hamel seconded the motion. Discussion followed.

Public Comment: None

Vote conducted. **MOTION CARRIED.**

AYES: Wilson, Rhodes, Hamel, Meyer, Smith
NAYS: None

E. Discussion & Possible Action re: Proposed New and Revised Policy Manual Policies

Board Member Hamel moved that the Fire Board approve the revisions to Policy Manual Policy 4.01 – General Employment Statement and approve New Policy Manual Policy 6.07.10 - Subpoenas. Board Clerk Rhodes seconded the motion.

Public Comment: None

Vote conducted. **MOTION CARRIED.**

AYES: Wilson, Rhodes, Hamel, Meyer, Smith
NAYS: None

X. SUGGESTED ITEMS FOR FUTURE BOARD WORKSHOP MEETING AGENDAS

The Board requested an ambulance billing collections review at a future Workshop meeting.

XI. ADJOURNMENT

The meeting adjourned at 11:33 a.m.



Dusty Rhodes, Board Clerk